



Republic of the Philippines  
**Department of Education**  
**NEGROS ISLAND REGION**

SEP 19 2025

**REGIONAL MEMORANDUM**

No. 401, s. 2025

To: Schools Division Superintendents of Negros Occidental Cluster  
All Others Concerned

**COORDINATION MEETING CUM WORKSHOP ON THE CONSOLIDATION OF  
THE 3<sup>RD</sup> QUARTER FINANCIAL REPORTS FOR CY 2025**

1. Attached is the communication from the Office of the Regional Director of Region VII, Cristito A. Eco, CESO III, requesting the finance personnel of the different Schools Division Offices (SDO) of Negros Occidental to attend the Coordination Meeting cum Workshop on the Consolidation of the 3<sup>rd</sup> Quarter Financial Reports for CY 2025 to be held on October 14-16, 2025 at Smallville 21 Hotel, G. T, Glicerio Pison Ave., Mandurriao, Iloilo City.
2. Expenses incurred by the participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
3. Immediate dissemination of this Memorandum is desired.

**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

SMYL/FD-RMCOORDINATIONMEETINGCUMWORKSHOPONTHECONSOLIDATIONOFTHE3<sup>RD</sup>QUARTER FINANCIAL  
September 19, 2025



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Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS

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September 15, 2025

**RAMIR B. UYTICO EdD, CESO III**  
Regional Director  
Negros Island Region  
Dumaguete City, Negros Oriental

Dear RD Uytico;

Section 5 of the Department of Budget and Management (DBM) Circular dated February 18, 2025 titled “Guidelines Prescribing the Organizational Structure, Staffing Pattern, and Funding Requirements of the Offices in the Negros Island Region (NIR),” provides that:

*“5.1 The existing books of accounts for ROs VI and VII shall continue to be maintained until such time that separate budgeting and accounting units in the NIR Office are created”.*

Anent this, we would like to respectfully request for the finance personnel who are tasked with preparing financial reports to travel to Region VI and participate in the Coordination Meeting cum Workshop on the Consolidation of the 3rd Quarter Financial Reports for CY 2025 on **October 14–16, 2025** at **Smallville 21 Hotel**, G. T. Glicerio Pison Ave, Mandurriao, Iloilo City, to be hosted by the Division of Passi City.

This request is in line with Region VI’s current role in consolidating the financial reports of its constituent divisions, including those from Negros Occidental. It is understood that this interim arrangement shall remain in effect until such time the NIR establishes its own independent budgeting and accounting units beginning Calendar Year 2026.

We firmly believe that the active participation of our finance staff in these workshops is vital to ensuring the accuracy and timeliness of our financial reporting obligations.

We sincerely appreciate your continued support and commitment to the effective transition and operational readiness of the Negros Island Region.

Very truly yours,

  
**CRISTITO A. ECO, CESO III**  
Asst. Regional Director  
Officer-In-Charge  
Office of the Regional Director



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